

**A RESOLUTION CREATING HOUSNG ENHANCEMENT COMMITTEE**

**WHEREAS**, the City Council of Hammond desires to create a Housing Enhancement Committee to review and analyze the Hammond Housing Strategic Growth Study report prepared for the Hammond Housing Advisory Committee by Civix and presented to the Hammond City Council (the “Report”) and develop an action plan that outlines regulatory and administrative changes to best serve the needs of Hammond citizens.

**THEREFORE, BE IT RESOLVED** by the Hammond City Council as follows:

**Section 1.** A Housing Enhancement Committee (the “Committee”) shall be formed to review the Report and develop an action plan that outlines regulatory and administrative changes to best serve the needs of Hammond citizens.

**Section 2.** The Committee shall consist of five (5) members. One (1) member shall be appointed by each Council member.

**Section 3.** Appointments shall be submitted on or before fifteen (15) days after the passage of this resolution by notice to the Council clerk, with the full contact information for each appointed member. A Councilmember may remove and replace their appointment at any time for any reason and/or no reason.

**Section 4.** The Committee shall elect a chairman, a vice chairman and a secretary from among its members. The Committee and its members are authorized and directed to consult the City Attorney as needed and request his attendance at their meetings. The Committee and its members are also authorized and directed to consult with Civix as needed. At its first meeting and in consultation with Civix, the Committee is directed to consider what if any consultants may be needed to assist with their work, specifically including, but not limited to consultants and experts in city planning, redevelopment, housing, economic development and to make a request for any such resources at the first City Council meeting following the Committee’s first meeting and thereafter as needed.

A majority of members shall constitute a quorum. A majority of members present at a meeting is necessary to approve any action of the Committee. The meetings of the Committee shall be open to the public and shall not be held before 5:30 p.m. on week days, but may be held any other day or time and a good faith effort should be made to hold meetings from time to time on Saturday mornings for public input, but may be held by remote technology to the extent allowed by law. The Committee shall provide for public comment, subject to reasonable rules of participation, prior to making any final recommendations to the Council.

**Section 5.** Upon approval of Committee meeting minutes they shall be emailed to the Mayor, all Councilmembers, and posted to the City website. Without 48 hours of a meeting of the Committee a brief summary of the meeting shall be emailed to the Mayor and Councilmembers. At least once quarterly the Chair shall be present to provide a public update and answer any questions at the Council meeting. The Committee shall provide a report on its activities to the City Council upon request of the President of the Council or by a majority vote of Council members.

**Section 6.** By resolution of the Council, the Council may modify directions, instructions, goals, limit, expand, or modify the scope, work, direction, or activities of the Committee.

**Section 7.** The Committee shall present its action plan to the City Council on or before January 23, 2024.

**Section 8.** The Committee shall dissolve on the earlier of January 23, 2024 or upon the delivery of its action plan to the City Council. The City Council may extend the deadline for delivery of the action plan or extend the term of the Committee by majority vote of the Council.

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This resolution was made on motion of \_\_\_\_\_ and second by \_\_\_\_\_ and was adopted by a vote of \_\_\_ yea and \_\_\_ nay on the \_\_\_ day of \_\_\_\_\_, 2023.

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Lisa Cockerham, Council Clerk